

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814
(916) 445-0220



October 3, 1979

ALL-COUNTY INFORMATION NOTICE I-111-79

TO: ALL COUNTY WELFARE DIRECTORS

ATTENTION: QUALITY CONTROL STAFF

SUBJECT: AFDC QUALITY CONTROL REVIEW PROCEDURES

REFERENCE:

This notice is to inform you of two Q.C. issues which have been revised.

The first issue is verification of a child "Living with Specified Relative" (element 130 on the Q.C. worksheet, form 341-A). Q.C. has found that a number of children who have been placed in the custody of the Probation Department and CYA are being continued in the AFDC family budget unit. It appears that the changes in the household's circumstances are not being reported by the parents or the above-named agencies to the county welfare department.

Therefore, effective immediately, verification from a minimum of two of the following is required to establish that a child is "Living with Specified Relative."

1. View the child in the home.
2. Verify through school records, day care center records, etc. - which ever is applicable - the address of the child and name of relative who is responsible for the child (who to contact in emergency, etc.)
3. A signed statement from someone outside the assistance household who has knowledge of the living arrangements (i.e., neighbor, landlord, etc.)
4. If the client states that the child is temporarily out of the home - i.e., visiting a friend or another relative, etc., first get the client's written statement of the child's whereabouts during the home visit, the date the child is expected to return, and that the child lives in the AFDC home; then get a written statement from the person with whom the AFDC child is temporarily staying which includes the dates of the stay and expected return date to the AFDC home.

The client must first be given the opportunity to obtain the collateral verification outlined above. If (s)he is unable to do so, the QC reviewer must obtain such verification, but only with the client's written consent.

If a Q.C. reviewer finds a child has been placed in the custody of a public institution such as those mentioned above, per EAS Section 42-505.12, that individual "becomes ineligible as of the last day of the month he enters the institution." However, if this change in the household's circumstances occurred during the administrative period and the review month's grant goes unadjusted, there is no QC error. If the duration of the stay goes beyond the month following the administrative period and the grant goes unadjusted, there is a QC error.


The second issue is child care expenses for a child not included in the AFDC FBU.

Currently, when a child of an AFDC parent is not included in the FBU, child care expenses for that excluded child is not an allowable deduction from the AFDC grant. This policy is inconsistent with EAS Manual Section 44-113.241(b).

Beginning with the April 1979 sample, when an employed AFDC parent incurs child care expenses and at least one child is not a member of the FBU, and there is not a nonworking person in the home who can adequately care for the children, the parent is entitled to a child care allowance for all of the children in order to ensure they receive adequate care during the parent's working hours. A dollar error will be cited in cases found to be out of compliance with regulation and policy.

Any questions related to these issues should be directed to your AFDC Quality Control consultant.

Sincerely,


PHILIP J. MANRIQUEZ
Deputy Director
Planning & Review Division